

**SURPRISE FARMS COMMUNITY ASSOCIATION**

P O Box 25466

Tempe, Arizona 85285

480-820-3451 phone 480-820-7441 fax

**OPEN SESSION MEETING MINUTES**

Monday, August 8, 2016

Palm Vista Baptist Church

**BOARD MEMBERS PRESENT:**

Renee Nelson

Dana Rosenbaum

Daniel Monson

Margaret Kogle

Absent: Richard Brown

**MANAGEMENT PRESENT:**

Bill Collier

- I. Ms. Nelson called the Open Session meeting to order at 7:02 PM. She then announced that a homeowners dialog during the meeting would be limited to two minutes for the subject under discussion.
- II. Review and approval of the Open Meeting Minutes dated July 11, 2016. A motion to approve the minutes was made by Ms. Kogle, 2<sup>nd</sup> by Ms. Rosenbaum. Approval of motion was unanimous.
- III. Treasurers Report:
  - a) Review and acceptance of the Financial Statements dated June 30, 2016. A motion to accept the Financial Statements was made by Ms. Rosenbaum, 2<sup>nd</sup> by Ms. Kogle. Approval of motion was unanimous.
  - b) Invoice approvals – Stillwater Landscape for June irrigation repair, Ace Asphalt for Parcel 8 seal coating and BKB Invoice for metal fence changes on Greenway Rd. A motion to approve the invoices was made by Ms. Rosenbaum, 2<sup>nd</sup> by Ms. Kogle. Approval of motion was unanimous.
- IV. Old Business:
  - a) Stillwater Landscape Management – Progress review and Q&A session was started. The Board stated the trimming of the shrubs on Surprise Farms Loop looks good. The trimming will continue on Paradise Lane, then in Parcel 8 and then along Cotton Ln.
  - b) The tree trimming bids from three vendors were reviewed and discussed. The Board affirmed their action in lieu to accept the bid from Stillwater Landscape to trim the large trees.
  - c) Seal Coating Parcel 8 shared driveways was completed and the invoice was received as stated above.
  - d) The water leak in the loop 303 area was investigated and the insurance company has awarded a claim settlement to the HOA for approximately \$13,000. The check will be issued this week.
  - e) Bids to repair the erosion in the retention basin in Parcel 7 were reviewed. The scope of work was reduced to a smaller area, river rock in the bottom drainage area and riprap with concrete borders installed to repair the sloped areas. A motion to approve the bid was made by Ms. Rosenbaum, 2<sup>nd</sup> by Ms. Kogle. Approval of motion was unanimous.

**SURPRISE FARMS COMMUNITY ASSOCIATION**

P O Box 25466

Tempe, Arizona 85285

480-820-3451 phone 480-820-7441 fax

V. New Business:

- a) Playground equipment repair bids for parts and labor were approved prior by an action in lieu and affirmed at this time by the Board.
- b) A bid for replacement of a trash container at the large park on Cottonwood was reviewed. The Board requested Mr. Collier look for other styles and get bids from other vendors. A bid for PIP rubber surface repair was also tabled in order to get more bids.
- c) The Management Representative letter for the CPA prepared Financial Statements Review was discussed and explained. A motion to approve the signing of the letter was made by Ms. Rosenbaum, 2<sup>nd</sup> by Mr. Monson. Approval of motion was unanimous.

VI. Tabled/Pending Business:

- a) Design Guideline updates – in process, Ms. Rosenbaum and Ms. Nelson will continue to review over the next few months and discuss again at future meetings.
- b) Bidders for playground equipment repair are still being solicited.
- c) The request for no parking signs on two streets is still in progress. A city employee has started the process.

VII. Open Discussion:

- a) Homeowners and Board Members brought up various HOA items for discussion. Trimming the Parcel 8 entryway was requested and is already scheduled. One homeowner suggested we review all our documents to see if there are any restrictions on short term rentals in the community, as this may become a problem. A request to start street sweeping in the shared driveway was also made. Tree and plant replacement was then brought up. Mr. Collier will start a list and a map to prepare bids for this winter. Questions were answered and items discussed will be researched. No Board actions were taken at this time.

VIII. Adjournment:

Ms. Nelson adjourned the Open Session meeting at 7:48 PM. A motion to adjourn the meeting was made by Ms. Rosenbaum, 2<sup>nd</sup> by Ms. Kogle. Approval of motion was unanimous.

Minutes prepared and submitted by, Bill Collier

---

Minutes approved/date